

**Indiana Department of Homeland Security
Indiana Emergency Management/Homeland Security Higher Education
Advisory Board
Meeting Minutes**

January 19, 2007
10am – 2pm

*Institute for Forensic Imaging
338 S. Arlington Ave, Suite 111
Indianapolis, Indiana*

1. Call to Order & Roll Call - Tom Christenberry, Chair

Attendance sign-in and contact information was circulated. Housekeeping information was chaired. Conference committee will travel to the Hilton after the board meeting to survey the site for the fall conference. Introductions: Tom Christenberry, Lee Ann Wambach, Kevin Slates, Cheryl Holmes, Amir Mousavi, Tim Faulk, Dan Wilson, Amy Lindsey, Janet Archer, Herb Blitzer, John Buckman, Rusty Goodpastor, Bill Null, Brad Thatcher, Dan Burgei, Joe Bell

2. Reading & Approval of Minutes – Lee Ann Wambach, Secretary

Minutes will be sent electronically and posted on the state website

- a. Advisory Board Meeting (11/17/06) (Burgei/Thatcher) approved
- b. Conference Committee Telephonic Meetings
- c. Curriculum Committee Telephonic Meetings (*A report was given on the minutes submitted by Dave Tate, but approval not necessary*)
- d. Campus Safety & Emergency Preparedness (*no minutes available*)

3. Report of the Officers, Boards, & Committee Reports

a. Standing Committees

i. Conference – Dave Tate, Chair

Hilton North in Indianapolis is the site.

*October 17 & 18 in cooperation with EMAI and LEPC – assistance from these groups in planning, advertising, and registration
Arranging for speakers

*Official dates of conference are October 10 -11, 2007.
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LEPC will handle registration, vendors

Tentative Schedule

Wednesday 1 – 2:30 pm	Opening and overview
3:30 – 4:00 pm	Vendor Break
4 – 5 pm	Panel Presentation
	Hospitality Room after hours

Thursday

Morning	Topics in Tracks
Vendor Break/Lunch	
Poster Session	
Panel Presentation	

Additional Information

\$100 registration fee (TENTATIVE)

\$10 for students (TENTATIVE)

Contract will sign w/ LEPC

Need to get IDHS

Booth space could be offered for CERT, etc. college programs,

Idea for panel from J. Archer with professionals from different arenas to reflect on their recommendations for additional training.

Also a suggestion offered to introduce NIMS concepts in a 30 – 50 minute session.

- ii. **Education & Training – (To Be Filled)** This is a standing committee in our by-laws. Thatcher moved to rename and has merge to become “Education, Training and Curriculum Development.” 2nd Faulk approved

- iii. **Curriculum – Dave Tate, Chair**

NFPA new standards will be released by February – will establish guidelines to evaluate and develop new courses. They will be sending to all academic programs with an introductory letter from this committee to attempt to standardize certain program courses. Committee is compiling a list of programs and courses available throughout Indiana. Include this in conference materials. Thatcher is looking for an institution that will partner in Public Safety training to articulate – grant college credit.

- iv. **Campus Safety & Emergency Preparedness –**

(ad hoc) Dean Larson & Don Wilson, Co-Chairs

Burgei moved to establish this as a standing committee (2nd

Thatcher) approved - will amend by-laws

Risk Management officers will hold next meeting held electronically – will announce. Bob True will host from IUPUI.

This group has met twice with excellent presentations on bird flu, CERT, and state school safety training.

Tom mentioned the Campus Safety Newsletter – available by subscription as a good source of information.

b. Ad-hoc Committees

- i. **By-Laws**

- ii. **Membership**

Proposed that we revisit membership issues and by-laws to recommend needed changes – asked if there was a need and for volunteers. Also that these committees be combined. No volunteers, but Tom will review and bring recommendations out electronically

and expect feedback both for by-law changes and membership issues.

Noted that chief academic officers might be invited to a future meeting – to inform on findings of current opportunities in careers and education on Emergency Management and Homeland Security.

Recommendation to find ways of external funding – incentive to become more receptive - US DHS – Thatcher will invite a speaker to present competitive training grants. A good discussion about drawing in the chief academic officers of all colleges and the best method to reach them.

4. Unfinished Business

- a. EM & Homeland Security Course approval accreditation – Dave Tate
Purdue has developed 2 courses – using NFPA 1600 both fall & spring classes filled. Well-received
- b. Purdue University's new course "Managing Resources & Applications for Homeland Security" – Amir Mousavi reported.

Don, Janet, and Amir met to review first course and had positive comments on course organization and textbook. Their observations & suggestions include:

- No core content identified – topics should be indicated – like NFPA standards.
- Material should not be related to a specific college or program (food supply?) but should be flexible.
- Who will be qualified to teach? Establish standards – also, suggest a set of credentials and suggestions for outside speakers – if course is designed to utilize guests extensively, how effective would course be if certain experts did not present content?

Tom asked Amir and group to continue with the second course and post observations and suggestions. It is a function of this group to provide this oversight of course development. Good discussion of process of course and program evaluation and our committee's continuing role in this process.

- c. "White Paper" – Brad Thatcher and Dave Tate – no report
- d. "Poster Project" for Conference – Lee Ann Wambach distributed background information and example of entry form. Asked for all comments and suggestions to be sent to her via lwambach@usi.edu.
- e. Membership – Tom Christenberry

5. New Business

- a. Brad Thatcher suggested that a letterhead for our organization is needed. Lee Ann will submit designs next meeting - will use IDHS address. Name plates will be made for voting members - Amy also asked to develop a strategic plan-vision mission goals and called for a motion to create ad hoc committee for this purpose.

(Thatcher/2nd Wilson) approved

Amy, Janet, Kent, Rusty, Brad, Tom will serve.

b. Selection of location for next meeting March 16, 2007

IU Bloomington – Kevin and Cheryl will coordinate

c. Amy Lindsey –

- i. New Certificate Program: Emergency Management & Continuity Planning
- ii. Federal Cyber Service: Scholarship for Service
- iii. IDHS: Web-site and changes - also suggested www.colorado.edu/hazards sign up for list serve
- iv. Internships for the summer – info on web-site. And also on state job bank

d. Tom Christenberry - New Projects and Initiatives

Programs/Projects presented during Advisory Board Meetings Tom suggested that future meetings include presentations from members' programs, vendors, and new developments. Asked members to consider making a presentation, e.g. Law Enforcement Television Network – Homeland One or DOJ/NIJ Technology Working Group

6. Adjournment (Wilson)

Next meeting will be on March 16 at IU-Bloomington Campus.

Cheryl Holmes and Kevin Slates will coordinate.